Ref No: _____

Name: _____

NHS No: _____

Date of Birth: _____

Wirral Community NHS
NHS Trust

Conditions of Loan - Occupant Controlled Indoor/ Outdoor Powerchairs

The wheelchair and its accessories belong to the Wirral Wheelchair Service (part of Wirral Community NHS Trust) and are loaned to you on the conditions below:

- You must read and abide by the instructions in the manufacturer's user manual given with the wheelchair
- It must only be used for carrying yourself
- It must be used for mobility purposes only and not in place of static seating
- It is important that you only use the footrests, armrests and accessories supplied by the Wheelchair Service for your wheelchair. Using items from another wheelchair may result in an accident leading to injury
- It must be returned or given up for repair/inspection if we ask you to do so
- It must not be disposed of
- It must be kept clean and in good working order
- It must be protected from damage at all times
- It must not be altered nor have any attachments fitted without our agreement as this could cause other problems such as making the wheelchair unstable
- It must not be used for impact/contact sports/activities eg Basketball, Football, Rugby, Weightlifting
- You must allow Wheelchair service staff to carry out periodic face to face review of provision.

We must be informed straight away if:

- The equipment is lost or damaged or involved in an accident (including when in a vehicle involved in a car crash)
- You change your name, address or telephone number
- If you move into Nursing/Residential/Shared Care we may need to review provision/your eligibility for equipment currently on issue
- You no longer need the equipment
- There is a change or deterioration in your medical condition or the wheelchair no longer meets your needs (eg too big or too small).

Wheelchair Repairs

- If your wheelchair requires a repair, contact the authorised repairer immediately. **Note** - Using the wheelchair when it is in need of a repair could lead to failure and could cause injury. If the wheelchair is dangerous do not use it until it has been repaired
- **Please note** that if your wheelchair is taken into the workshop for repairs, we can loan you an **indoor only** powered wheelchair
- Repair and maintenance costs will be paid by us, however you may be liable for any costs incurred due to misuse, neglect or loss
- If you leave the district for a holiday and the wheelchair needs repair the cost of repairs will be your responsibility
- The authorised repairers are contracted to carry out repairs at your home address/shared care setting, place of work, day service etc. only. They will not attend to breakdowns at the roadside, shopping centres etc. There are insurance policies that will cover the cost of getting you home as well as covering you for third party liability, theft etc.

for you, with you

Agreement of Conditions of Loan

I confirm that I have read, understand and agree to the conditions of loan for the powered wheelchair supplied to me by the Wirral Wheelchair Service (part of Wirral Community NHS Trust). I also confirm that I have read and understand all the user information supplied and all controls and features have been explained to me. I understand that any failure to comply with the conditions of loan may result in withdrawal of the powered wheelchair.

Powerchair on issue:	**Asset No:**
Surname:	
Other names:	
Reference number:	
NHS number:	
Date of Birth:	
Signature:	
Date:	
Name of carer: *(for attendant controlled powerchairs)*	
Carers Signature: *(only if you cannot sign)*	